

**BOARD OF SELECTMEN
REGULAR SESSION MEETING MINUTES
June 20, 2011
Veterans Memorial Building, Room 229
900 Main Street, Millis, MA 02054**

CALL TO ORDER: Chm. Wagner called the meeting to order at 7:30 p.m. The following persons were present: Chairman Andrea Wagner, Clerk Charles Vecchi, Administrative Assistant Jennifer Cederberg and Town Administrator Charles Aspinwall. Vice Chair Donald Hendon was absent.

ANNOUNCEMENTS: Sel. Wagner recognized former Police Chief Al Baima's death. She noted that he was Chief in Millis from 1984-2000. The Board observed a moment of silence in his honor. Sel. Vecchi spoke about his relationship with Mr. Baima and how he will be missed.

Sel. Wagner read a letter from Wayne Simpson of the Cemetery Review Committee recognizing the outstanding work of the DPW in cleaning the cemetery for Memorial Day.

Sel. Vecchi noted that the Washington Post ranked the Town of Millis school system in the top 7% in the country and 31st in the state of Massachusetts. He also recognized the retirement of High School Principal Jeff Wolfe. He also welcomed back Jenn Cederberg and thanked Cathy O'Callaghan and Sue Vara for assistance in her absence.

STORMWATER HEARING: Mr. Aspinwall stated that this item needs to be continued until the 7/11 meeting to allow the Planning Board to first review the plans.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to open the Stormwater Hearing for the Library project and continue it to 7/11/11 at 7:30 p.m. The motion passed unanimously.

WATER SYSTEM CAPITAL PLAN: Mr. Aspinwall noted that this plan needs to be submitted by 6/30 to the DEP which was developed by Woodard & Curran. He reviewed the purpose of the plan which was funded by a grant. He noted that debt service is dropping by about \$400,000 between this year and 2024. He noted that the process for appropriation of funds for improvements would not be different from any other project and pointed out that the DEP has provided the Board with a suggested motion that they may consider.

Motion by Sel. Vecchi, seconded by Sel. Wagner, that the Board of Selectmen have reviewed and discussed the material presented at the June 6, 2011 Selectmen's Meeting on the Town of Millis Water System Capital Improvement Plan, prepared under a grant provided by the Massachusetts Department of Environmental Protection through their Capital Improvement Plan Program. The Selectmen have considered the adoption of line item budgeting and/or debt service payments for the annual capital improvements to the water system. This included consideration of existing bond payments, and impacts to water rates, and the enacting of an annual capital bond cap amount for the annual payment of debt service from water revenues to complete water works capital projects. The components of the Water System Capital Improvement Plan presented on June 6, 2011 have been accepted as a dynamic spending plan and will be used by the Town in planning future capital projects and preparing annual budgets. The motion passed unanimously.

RIDGE STREET CULVERT PROJECT: Mr. Aspinwall reviewed a letter he wrote to the Ridge Street residents and noted that the bids came in higher than the project budget of \$252,000. He stated that the project has been re-bid and the new opening date is 7/11/11. He noted the delay of the project may interfere with school buses.

GIRL SCOUT REQUEST: Michelle Schofield from the Girl Scouts was present and requested that they be permitted to make a time capsule and keep the capsule in the VMB with the Girl Scout items that are on display. The capsule would be on display for 25 years. She noted that it would be small and tasteful and appropriate for the case. Sel. Vecchi suggested that we may want to consider contacting the Rosenfeld family or if the items were to be stored in Room 130, those cases are under the control of the Town.

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Motion by Sel. Vecchi, seconded by Sel. Wagner, to approve the proposal to create a Girl Scout time capsule to be displayed in the Memorial Building with the details to be worked out. The motion passed unanimously.

BID AWARDS:

Motion by Sel. Vecchi, seconded by Sel. Wagner, to award the contract for the Town Hall façade repair to Alpha Contracting Associates of Mulberry Lane in Dedham, MA, in the amount of \$93,000. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to award a paving contract for various streets in Town to Murray Paving and Reclamation in the amount of \$337,517. The motion passed unanimously.

COMMITTEE/BOARD REAPPOINTMENTS:

Motion by Sel. Vecchi, seconded by Sel. Wagner, that we appoint to the Agricultural Commission for a one-year term Diane Hubbard, Charles Tangerini, Laura Tangerini, and as an Associate Member Matthew Surabian. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, that we appoint as Animal Inspector for a one-year term Brenda Hamelin. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, that we appoint to the Board of Assessors for a three-year term Lawrence Bouret. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, that we appoint to the Cable Advisory Committee for a one-year term David Baker, Brian Doherty, Lorraine Forman, Donald Hendon, Carter Koch, Raymond Normandin and Grace Magley. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, that we appoint to the Cemetery Review Committee for a one-year term Lorraine Burnett, Marsha Collins, Deborah Lesburel, Wayne Simpson, Charles Vecchi and as ex-officio members Stephen Main and James McKay. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, that we appoint to the Community Preservation Committee for a two-year term Dave Baker, for a one-year term Jeff Butensky, for a one year term Donald Hendon, Catherine MacInness, Nathan Maltinsky, Carol Mushnick, Pamela Mustard, Raymond Normandin; for a three year term John Northgraves, and for a one-year term Anne Rich. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, that we appoint to the Conservation Commission for three-year terms Loretta Fitzgerald, Cara Krinsky and Christine Gavin. The motion passed unanimously.

Motion by Sel. Vecchi seconded by Sel. Wagner, that we appoint to the Council on Aging for a three-year term Elinor Harkins, Suzan Holmes-Newton, Mary Skilling, Linda Beyer, Sam Howie, Helen Daly and Nancy Prue. The motion passed unanimously.

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Motion by Sel. Vecchi, seconded by Sel. Wagner, that we appoint to the Drinking Water Committee for a one-year term Charles Aspinwall, Kathleen Lannon, James McKay, Craig Schultze and Charles Vecchi. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint to the Emergency Management Agency/Co-Directors for a one-year term David Byrne and Herman Downing. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint to the Emergency Management Agency/Communication for a one-year term Herman Downing, Kenneth Jones, Julius Rosen and Robert Yeager. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint to the Employee Insurance Advisory Committee for a one-year term Jacqueline Anderson, Jennifer Cederberg, Linda Cousland, Linda Myers, Dorrie Verdy, and Fred Souza. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint to the Energy Conservation Commission for a one-year term Christopher Gove, Michael Vecchi and David Bushad. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint as Fence Viewer for a one-year term Michael Giampietro. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint as Finance Director/Town Accountant for a one-year term Kathleen LaPlant. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint to the Financial Management Team for a one-year term Charles Aspinwall, Jeffrey Cannon, Christopher Smith, Christopher Gove, Donald Hendon, Kathleen LaPlant, and Robert Orsi. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint as the Hazardous Waste Coordinator for a one-year term Cheryl Labonte. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint to the Historical Commission for a three-year term Joanne Gannon, Nathan Maltinsky, Fred Waskiewicz, Ted Andrews, Cheryl Prufer, Jackie Graci and Mark Slayton. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint to the Historical Commission/Associate Members for a one-year term Linda Morse, Marc Prufer, Charles Vecchi, and Bonnie McBride. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint to the Insurance Advisory Committee for a one-year term, Christopher Gove, Timothy Kane, Wayne Klocko, and David Schofield. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint to the Local Emergency Planning Committee for a one-year term Charles Aspinwall, Warren Champagne, Karen D'Angelo, Herman Downing, Vincent Howley, Paul Jacobsen, Kathleen Lannon, James McKay, Scott Moles, Linda Myers, Andrea Wagner and David Byrne. The motion passed unanimously.

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Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint to the Master Plan Implementation Committee for a one-year term Charles Aspinwall, Michael Giampietro, Elizabeth Krimmell, Craig Schultze, Wayne Simpson, Andrea Wagner, George Yered and Carol Coakley. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint to the MBTA Advisory Board for a one-year term Charles Aspinwall. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint to the Metropolitan Area Planning Council for a one-year term Charles Aspinwall. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint to the Niagra Building Committee for a one-year term Joseph Churchman, Jacqueline Graci, Lisa Hardin, Beth Krimmel, Nathan Maltinsky, Richard Neves, Cheryl Prufer, Marc Prufer, Mark Slayton, Jim Stetson, Charles Vecchi and Fred Waskewicz. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint to the Norfolk County Advisory Board for a one-year term Charles Vecchi. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint as the Parking Clerk for a one-year term Jennifer Cederberg. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint to the Permanent Building Committee for a three-year term Craig Schultze, Jonathan Wine, Diane Jurman and Pat Sheehan and as ex-officio members for a one-year term Charles Aspinwall, Warren Champagne, Elizabeth Krimmel and Charles Vecchi. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint to the Public Employees Committee for a one-year term Jacqueline Anderson, Janet Lewandowski, Linda Myers, Janet Ruggiero, Teri Bedard, Paul Tingley, Dorrie Verdy, Pamela Kilmartin and Jennifer Cederberg. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint as Public Weighers for a one-year term Kenneth Bianco, Maurice Bouchard, Michael Collins, Donald Gilleney, Mark Goodale, William Goodale, Paul Lapierre, Jason Laariviere, Arthur Murphy, Michael Pukanasis, Scott Rorrie, Francis Rossi, John Tresca, Robert Tresca and Steven Tresca. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint to the Recreation Committee for a one-year term Judy Malouf, Linda DePace, Pamela Mustard, Paula Norton, Joanne Truchon, Susan Vara and Jennifer Cederberg. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint to the Regional Transportation Advisory Council for a one-year term Domenic D'Eramo. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint as an Alternate to the Regional Transportation Advisory Council for a one-year term Edward Chisholm. The motion passed unanimously.

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Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint to the Registrars of Voters for a three-year term Marc Conroy, Kathleen O'Callaghan and Rita Murphy. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint as the Right to Know Coordinator for a one-year term Scott Moles. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint to the Safety Committee for a one-year term David Byrne, Jennifer Cederberg, Warren Champagne, James McKay, Scott Moles, and Tricia Perry. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint as Sealer of Weights and Measures for a one year term Michael Clancy. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint to the Sewer Study Committee for a one-year term Charles Aspinwall, Joseph Bocchino, Robert Cantoreggi, Edward Chisholm, James McKay, Scott Moles and Charles Vecchi. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint to the Sidewalk Committee for a one-year term David Baker, Samantha Conroy, Jeffrey Ferzoco, Catherine MacInnes, Mark Messias, Pamela Mustard, John Northgraves, Craig Schultze and Charles Vecchi. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint to the Southwest Area Planning Council for a one-year term Charles Aspinwall. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint as Surveyor of Wood and Lumber for a one-year term Michael Giampietro. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint as Town Counsel for a one-year term Kopelman & Paige. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint as Tree Warden for a one-year term Brutus Cantoreggi. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint as Deputy Tree Warden for a one-year term Richard Vatour. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint as Veterans Agent for a one-year term John Wypyszinski. The motion passed unanimously.

Motion by Sel. Vecchi, seconded by Sel. Wagner, to appoint to the Youth Commission for a three-year term Lisa Wypyszinski and as Associates for a one-year term Elinor Harkins, Thomas Quinn, Christopher Soffayer, and Andrea Wagner. The motion passed unanimously.

INTER-FUNCTION TRANSFERS:

Motion by Sel. Vecchi, seconded by Sel. Wagner, to approve an Inter-Function Transfers in the amounts of \$4,308.61 in General Government and \$2,344.88 in the Public Safety line item for a total of \$6,653.49. The motion passed unanimously.

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POLICE CHIEF RECRUITMENT: Mr. Aspinwall reviewed his research on how best to recruit for the next Police Chief for the Town of Millis and what qualities the Town is looking for. He noted he spoke with recruitment consultants and suggested an open recruitment process including an Assessment Center which uses simulations of real duties and real time observed performance. He stated that a Search Committee could be formed to observe the candidates go through the Assessment Center process. He noted concerns for making sure the process remains in compliance with the Open Meeting Law. He noted that it will cost approximately \$7,000-\$12,000 to use an Assessment Center which would come out of existing budgets. He recommended the Search Committee be comprised of a long-term citizen in town, a former town official, a member of the Finance Committee, the Chair of the Board of Selectmen and a member of the School Committee. He noted the final candidate would be brought to the Board of Selectmen for an interview. He stated that he is aiming for a 90-day recruitment to have a new Police Chief in place.

Motion that we establish a Police Chief Search Committee that would be comprised of the Chairman of the Board of Selectmen, a member of the School Committee, a member of the Finance Committee, a long-term resident of the Town and a former Town official. The motion passed unanimously.

ONE-DAY ENTERTAINMENT PERMIT:

Motion to grant a one-day entertainment permit to Laura DeSouza at 10 Oakview Avenue on July 9th from 5-11 for a party with a guitar and possibly an amp. The motion passed unanimously.

MEETING MINUTES:

Motion by Sel. Vecchi, seconded by Sel. Wagner, to approve the Regular and Executive Session meeting minutes of 6/6/11. The motion passed unanimously.

EXECUTIVE SESSION: At 8:48 p.m., by Roll Call Vote;

Motion to enter into executive session to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the government's bargaining or litigating position. Also, to conduct strategy sessions in preparation for negotiations with non-union personnel; to actually conduct collective bargaining and contract negotiations. Wagner – aye; Vecchi – aye.

Respectfully Submitted,

Jennifer G. Cederberg, Administrative Assistant